

**ALLERTON PUBLIC LIBRARY DISTRICT  
LIBRARY BOARD OF TRUSTEES  
September 6, 2017**

The Allerton Public Library District Library Board of Trustees met on Wednesday September 6, 2017 at 4:00 p.m. The meeting was called to order by President Sue Gortner at 4:03 p.m.

**Roll Call**

Present: Jeff Clodfelter, Sue Gortner, Sue Lochbaum (arrived at 4:20), Beth Manuel, Lynn Richardson, and Ellie Tracy.

Absent: Luke Feeney

**President's Report**

None.

**Secretary's Report (Approval of Minutes)**

The minutes of the August 2017 meeting were reviewed. No corrections, the minutes stand approved as printed.

5 AYES: Clodfelter, Gortner, Manuel, Richardson, and Tracy.

0 NAYS, 2 ABSENT

**Correspondence, Communications, Public Comment**

None

**Financial Report (Approval of Bills Payable)**

Manuel gave the Financial Report. Tracy made a motion to approve the bills, seconded by Richardson. Motion carried.

5 AYES: Clodfelter, Gortner, Manuel, Richardson, and Tracy.

0 NAYS, 2 ABSENT

**Librarian's Report**

Circulation August was 7,094. 1,558 interlibrary loan items borrowed and 1,530 interlibrary loan items loaned. The library had 939 reciprocals. 398 new items were added to the collection and 71 discarded from the collection. There were 27 new patrons and an additional 43 patron renewals for the month of August. Logins to the library's PAC was 7,559.

Program attendance for the month of August was 176.

The auditors have been on site working on the previous year's bookkeeping. They should be finishing up within the next few weeks.

The Library Store had a “photo shoot” at the library last month. We purchased shelving from this Tremont, Illinois company and they are going to feature our library on the cover of their 2018 catalog.

The library will begin offering Mobile Printing. Patrons can send print jobs from home computers, tablets, or smartphones to the library. Their print jobs will be held in the queue for 12 hours. The link will be added to our website.

Community Scan Day begins Friday September 15, 2017. The library will be offering this service the third Friday of the month from 2:00-4:30 p.m. by appointment. Patrons will be able to keep their originals and receive a thumb drive of the scans. The library will also keep a copy of the original to build up their digital photo collection.

Winters has been going through boxes that have been in storage for years. So many treasures in these boxes from Jessie Morgan, Irene Tindle, the Lodge family, etc. A variety of photographs, correspondence, and books.

## **Committee Reports**

### **Financial Committee**

No report.

### **Personnel Committee**

No report.

### **Policy Committee**

No report.

### **Buildings & Grounds Committee**

No report.

### **Unfinished Business**

None.

### **New Business**

The 2017-2018 Budget & Appropriation Ordinance was reviewed. A motion by Manuel that the ordinance be adopted, seconded by Gortner. Ordinance adopted.

6 AYES: Clodfelter, Gortner, Lochbaum, Manuel, Richardson, and Tracy.

0 NAYS, 1 ABSENT

No further business.

Motion by Clodfelter, seconded by Lochbaum that the meeting be adjourned at 4:25 p.m.

The next scheduled Board of Trustees meeting will be held next Wednesday, October 4, 2017 at 4:00 p.m.

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Susan M. Lochbaum  
Secretary

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Lisa Winters  
Acting Secretary